



# GOVERNMENT DEGREE COLLEGE

**BELLAMPALLY, DIST. Mancherial (T.S)**

**Accredited with Grade "B" by NAAC**

**CERTIFIED by ISO 9001:2015**

**Email Id : bellampally.jkc@gmail.com**



## **AQAR (2019-2020)**

Submitted that the College has no AQAR pertaining to 2019-2020 because the institution has gone for NAAC Accreditation Cycle -1 and the SSR prepared in this regard is herewith submitted in the form of LINK as requested by NAAC.

<https://ccets.cgg.gov.in/Uploads/files/buttonDetails/50242.pdf>

Sd/-  
PRINCIPAL (FAC)



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**GOVERNMENT DEGREE COLLEGE, BELLAMPALLY**

NEAR YELLAMMA TEMPLE, THALLAGURIJALA ROAD, BELLAMPALLY,  
DIST. MANCHERIAL. 504251

504251

<http://gdcts.cgg.gov.in/bellampally.edu>

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**March 2021**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

### EXECUTIVE SUMMARY

The Government Degree College, Bellampally was established in the year 1987, with tireless efforts of the local delegates. It is the first and foremost higher educational institution of Bellampally. From 2005, the college was running in its current building, which is spread out in a sanctioned area of 5 Acres (built up area 7000Sq.Ft). The college is affiliated to Kakatiya University, Warangal, Telangana State and recognized by U.G.C under 12(b) and 2(f) in the year 18-06-2012. The college is offering undergraduate conventional type of courses. At present college is offering B.Sc. Physical Science CBCS (Mathematics, Physics, Chemistry, Computer Science), B.Sc. Life Science CBCS (Botany, Zoology, Chemistry, Computer Applications/Computer science), B.Com (Computer Applications and Taxation) and B.A. CBCS (History, Economics, Political science, Public Administration, Computer Application) courses are all under Choice Based Credit System, with 15 full time and 4 Guest faculty and 570 students.

The college follows the prescribed curriculum and strives for its effective implementation. Choice Based Credit System was introduced in all the programs of the institution from the academic year 2016 – 2017. Courses on value based life skills are also part of the curriculum like Environmental Studies, Gender Sensitization, Communication Skills in English, Computer Basics and Automation, Water Resource Management, Banking and Insurance, Soft Skills, Human Values and Professional Ethics etc. Students also participate in Extension lectures, Field Trips and student seminars, field projects under the programme “Jignasa”.

The college is following Student-centric methods. Teachers have been able to effectively integrate ICT Tools such as PPTs, Digital Boards and open resource material available on the Internet in their teaching. Students have access to T SAT NIPUNA lessons, both live and recorded for more effective learning through ICT. A Continuous Evaluation System is followed as per academic calendar/almanac of the affiliating university.

### Vision

#### Vision:

- To be an institution which transforms students into responsible citizens through rigorous coursework, life and employability skills for a successful career by providing an understanding of the needs of society and industry.
- To nurture the moral values and ethics among the students with good character, wisdom and selfless service.
- To nurture core values namely social, cultural, economic, scientific temperament and environmental awareness with a special focus on community health and hygiene.
- To mould the students with good character, wisdom, selfless service and strive hard for national

integration.

- The institution endeavors to equip the students with various skills and to expose them to face various competitions and challenges. The future vision of the institution is to make the students intellectuals, self-sufficient, socially useful and productive citizens to promote national integration.

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## **Mission**

### **Mission:**

The institution strives to focus all its efforts to realize its vision through the following mission statements:

- Our college provides students with quality educational experiences and support services, basic life skills and technical efficiency that lead to the successful completion of degrees.
- By providing educational facilities to students belonging to all sections of the society those who desire to pursue higher education.
- By inculcating discipline, punctuality and regularity.
- By adopting ICT based technical tools and best practices to reach the needs as per emerging trends.
- Meeting the needs of a diverse student population, we embrace equity and accountability through measurable learning outcomes and achievements.
- Strengthening students' social responsibility by doing social activities with readiness, as responsible social servants with special focus on health and hygiene

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

#### **Strengths:**

- The college has spacious campus and it spread over the area of 5 Acres.
- The uniqueness of the college is that it is situated near “ Krushi vignana kendram” to engage the students in Agricultural and aquacultural projects.
- Spacious play ground for sports activities.
- Highly qualified, hard working, well supported and dedicated faculty.
- Eco friendly campus for meticulous learning.

## **Institutional Weakness**

### **Weaknesses:**

- Inadequate class rooms, infrastructure and building structure.
- College is situated in the city outskirts.
- Unavailability of internet and communication signals 2G, 3G and 4G.
- The college is not having separate hostel facility in the campus neither for girls nor for boys. So students are interested to join the residential colleges and even also private colleges which are near to the hostels.
- Zero economic sources

## **Institutional Opportunity**

### **Opportunities:**

- The college has opportunities to collaborate with non-government organization like Lions club, Red Cross society, and rural youth club for conduction of social activities.
- Scope for building students hostels in the college premises
- Most of the faculty are well-qualified and have been recruited by State Public Service Commission. They can work in collaboration with various bodies in industry and society and explore inter-disciplinary research.
- The Institute can introduce more number of value-added courses, short-term
- Skill development courses which are aimed at developing newly emerging skills.

## **Institutional Challenge**

### **Challenges:**

- To provide accommodation for all departments individually by constructing additional class rooms.
- It is a challenge to face the unhealthy competition from the private colleges in admissions process
- Students are very poor and their socio-economic status leads them to take up part-time jobs to fulfill their livelihood needs. This has adverse effect on students attendance and on total teaching- learning and evaluation processes.
- To provide adequate faculty to engage the classes and to maintain student teacher ratio is a big challenge.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

#### **Criterion-1**

## **Curricular Aspects:**

Being affiliated to Kakatiya University, Warangal, the college follows the prescribed curriculum and strives for its effective implementation. Curriculum planning and implementation is done through academic planning, lesson plan and reviewing the progress at various meetings. As per the instructions of the Commissionerate of Collegiate Education, Telangana, Hyderabad, regular teachers attend the Orientation and Refresher Courses and other Faculty Development Programmes conducted by Human Resource Development Centres (formerly known as Academic Staff Colleges) of various Universities in Telangana for professional enrichment and effective handling of the curriculum. Choice Based Credit System was introduced in all the programs of the institution from the academic year 2016 – 2017 with provision for electives in the 5th and 6th semesters. Eleven courses are being run by the college under CBCS system. Courses on value based life skills are also part of the curriculum. Environmental Studies, Gender Sensitization, Communication Skills in English, Computer Basics and Automation, Water Resource Management, Banking and Insurance and Soft Skills, and Human Values and Professional Ethics are some of the cross-cutting subjects which have been integrated into the curriculum. Students also participate in field projects under the programme “Jignasa”. Along with the regular sanctioned courses some add on courses are also planned to equip the competencies of the students. By the conduction of Extension lectures, Field Trips and student seminars the curriculum is being enriched. Feedback is also collected from students every year. It is analyzed and action is taken accordingly.

## **Teaching-learning and Evaluation**

### **Criterion-2: Teaching, Learning and Evaluation**

The aspirations of multifaceted students are reached by participating in seminars, projects, and slow learners are uplifted through assigning examination oriented studies, like study hours, Remedial classes to catch up with others and additional assignments and project works are given to advanced learners for their further academic advancement. Student-centric methods such as problem solving, question-answer method, group work and activity based teaching, communicative approach are used in teaching-learning. Teachers have been able to effectively integrate ICT Tools such as PPTs, Digital Boards and open resource material available on the Internet in their teaching. Online videos improves their knowledge of learning process. ICT classrooms enhance emerging trends in teaching-learning process. Students have access to MANA TV or T SAT NIPUNA lessons, both live and recorded, for more effective learning through ICT. Advanced trends to enrich the pedagogical methodologies are invited for effective teaching and learning. Continuous Evaluation System is followed. Internal assessment is done at regular intervals as per academic calendar of the affiliating university. Continuous and comprehensive evaluation is made besides formal examination system in terms of Unit tests, term examinations and University examinations.

## **Research, Innovations and Extension**

### **Criterion 3: Research, Innovation and Extension:**

As our college is a basic Under-Graduate College, having inadequate facilities and infrastructure, there is less scope to encourage the students towards research. But this snag is being overcome through JIGNASA student study project initiative by CCETS since 2017. This research oriented study project provides a platform

to advanced learners to peep into the research. Two of our faculty members have completed their Ph.D., and two faculty members have already registered and are continuing with their Ph.D. research work. Faculty members act as mentors and help the students in completing their study projects.

## **Infrastructure and Learning Resources**

### **Criterion 4: Infrastructure and Learning Recourses:**

Meagre infrastructure and facilities are there to conduct theory classes. We have sufficient furniture, library with 2714 books, based on budget availability, books have been purchased from time to time, 14 computers were sanctioned and purchased for the digital library. Computer lab with 30 advanced systems, digital class room, VIRTUAL CLASS ROOM, MANA TV, ICT enabled classrooms and LCD projectors are there to utilize online resources. Spacious playground is there to conduct sports and games every year. Science courses were re-introduced in the years 2019-20 and temporary science labs, separate toilet blocks for boys and girls are available.

## **Student Support and Progression**

### **Criteria 5: Student support and Progression**

The State Government sanctions scholarships to the students for SC/ST/OBC/EBC and Minority sections of society. Economically challenged students receive PMS scholarships. Other scholarships include Uttama Vidyarthula Upakara Vethanam and Prathiba Scholarships.

Ward counselling system enables staff to keep a track of strength and weaknesses of students. Anti ragging committee, internal compliants committee, grievance redressal cell are there redress the problems encountered by the students. Career guidance cell provides an account of all career options and opportunities to the students. NSS, YRCS infuse social responsibility through community programs. Remedial coaching is given to students with under performance. Every year games and sports, cultural and literary competitions are organized at the institution level under the programme named Yuvatarangam. These are conducted at College, Cluster, and State level. Students from the institution have participated at District and cluster levels. . A number of students are progressing to PG courses.

## **Governance, Leadership and Management**

### **Criteria 6: Governance, Leadership and Management**

The state government organizes and manages the college administration through CCETS. The principal and other staff are appointed by CCETS and form the local Governing body. Principal, Head of the institution ensures proper functioning of the college. The Institution has a Staff Council and various other committees. The faculty members and students are represented on these committees. The welfare measures for teaching and non teaching staff are governed by state government rules. Faculty members are provided with insurance, health cards, provident fund and other welfare measures by state government. On Duty facility is provided to faculty members who attend conferences/workshops.

The budget allocation made by the state Government distributed by the principal to various departments for various purposes. The society inputs are received through CPDC council.

## **Institutional Values and Best Practices**

### **Criterion 7: Institutional Values and Best Practices:**

Best practices are organized every year to enable and strengthen the inner abilities of the students

The practice of making Ganesh clay idols and distribution enables the students to learn prominent role of nature in human life as well as the necessity to protect mother earth.

The practice of making natural colours initiates students to be aware of usage of safety inorganic materials and practicing green activities.

- Students of our college are encouraged to provide awareness on construction of lavatories in their houses, and awareness on Swachh Bharat mission.
- All the days of national and international importance like National Integration Day, National Youth Day, World Aids Day, Human Rights Day, Consumers' Day, and International Women Day, Ekta Diwas, Voters' Day, etc., are observed and students take very active part.
- Our institution has constituted Career Guidance Cell, Internal Complaints Committee, Eco Club and Consumer Club.
- Rain water is stored in a temporary constructed pit and is used for plantation of college garden every year.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT DEGREE COLLEGE,BELLAMPALLY
Address	NEAR YELLAMMA TEMPLE, THALLAGURIJALA ROAD, BELLAMPALLY, DIST. MANCHERIAL. 504251
City	BELLAMPALLY
State	Telangana
Pin	504251
Website	<a href="http://gdcts.cgg.gov.in/bellampally.edu">http://gdcts.cgg.gov.in/bellampally.edu</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Mekala Gopal	08735-217088	9440549760	-	gdcbplnaac.2054@gmail.com
IQAC / CIQA coordinator	Jvr Archana	08735-	9493005926	-	gdcbpliqac.2054@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
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Date of establishment of the college	11-12-1987			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Telangana	Kakatiya University		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>		<b>View Document</b>	
2f of UGC	18-06-2012		<a href="#">View Document</a>	
12B of UGC	18-06-2012		<a href="#">View Document</a>	
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	NEAR YELLAMMA TEMPLE, THALLAGURIJALA ROAD, BELLAMPALLY, DIST. MANCHERIAL. 504251	Urban	5	7000

## 2.2 ACADEMIC INFORMATION

NAAC

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BCom,Commerce	36	Intermediate and Equilent	English,Telugu	120	102
UG	BA,Arts	36	Intermediate and Equilent	English	57	1
UG	BA,Arts	36	Intermediate and Equilent	Telugu	16	16
UG	BA,Arts	36	Intermediate and Equilent	English	1	1
UG	BA,Arts	36	Intermediate and Equilent	English,Telugu	44	44
UG	BA,Arts	36	Intermediate and Equilent	English	2	2
UG	BSc,Science	36	Intermediate and Equilent	English,Telugu	61	61
UG	BSc,Science	36	Intermediate and Equilent	English	3	3
UG	BSc,Science	36	Intermediate and Equilent	English	45	26
UG	BSc,Science	36	Intermediate and Equilent	English	56	3
UG	BSc,Science	36	Intermediate and Equilent	English	15	15

**Position Details of Faculty & Staff in the College**

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				23			
Recruited	0	0	0	0	0	0	0	0	2	3	0	5
Yet to Recruit	0				0				18			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				1			
Recruited	0	0	0	0	0	0	0	0	0	1	0	1
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				10
Recruited	1	1	0	2
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	4	0	0	4
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	3	0	5

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	7	1	0	8

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	3		0		3

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	158	0	0
	Female	116	0	0	0	116
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	19	18	22	57
	Female	8	17	15	37
	Others	0	0	0	0
ST	Male	2	3	5	18
	Female	1	2	4	14
	Others	0	0	0	0
OBC	Male	13	16	20	77
	Female	10	5	10	53
	Others	0	0	0	0
General	Male	0	0	4	6
	Female	0	0	1	12
	Others	0	0	0	0
Others	Male	0	1	0	0
	Female	0	1	0	0
	Others	0	0	0	0
<b>Total</b>		<b>53</b>	<b>63</b>	<b>81</b>	<b>274</b>



## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
55	43	41	40	42

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
07	07	05	05	05

### 2 Students

#### 2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
358	146	145	175	211

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
179	123	89	89	89

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
34	19	39	62	72

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
15	11	9	9	9

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
23	16	12	12	12

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 10**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
2.15	2.13	1.45	28.7	1.39

**4.3**

**Number of Computers**

**Response: 46**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 30**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

###### Response:

The College designs effective action plans for the successful implementation of the curriculum. At the beginning of the academic year curricular plan is done according to the almanac of the Kakatiya University, Warangal and year plan as per the Commissioner of Collegiate Education (CCE) Hyderabad. Every department prepares its own departmental curricular plan. Progress of work is being received at various meetings, by checking teaching diary, student attendance register, teaching synopsis, teaching plan and departmental activity registers are verified and signed by the concerned head of the department and the principal.

The college prepares the Annual Academic Curricular and Co-Curricular plan. An Activity Register is maintained to check out the implementation of the plan. The staff maintains Teaching Diaries, Teaching notes, Attendance Registers, House Examination schedules, Marks Registers; Remedial Coaching will be given to poor learners.

File Description	Document
Link for Additional information	<a href="#">View Document</a>

##### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

###### Response:

The academic co-curricular and extracurricular plan is designed in lines with the affiliation of Kakatiya University and Academic calendar of CCE by taking holidays and vacation into consideration. Preparation of the academic calendar begins before the commencement of the academic year. The institute has built in mechanism to ensure syllabus completion and conduct of examinations within the time frame and accordingly various measures are taken. Remedial classes are conducted on weekends. The major challenge faced by the institute is the completion of syllabus of the first semesters as the admission process governed through DOST gets completed by the end of July and the classes usually start by the first week of August. This doesn't give sufficient time for the completion of the syllabus. However this is achieved by engaging extra classes.

Our institution strictly follows transparency in its functioning. The institute develops the academic teaching plan and follows standard academic calendar as per almanac of Kakatiya University and academic calendar of CCE. The annual academic plan states various activities to be conducted. The internal evaluation schedule and the tentative schedule of external evaluations for every semester. Faculty of all the

disciplines follows the prescribed format of Kakatiya University given for internal examinations. Apart from these, activities like student seminars, student study projects, academic competitions and other extension activities are done as per the respective departmental annual academic plan.

File Description	Document
Link for Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** D. Any 1 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

**1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**Response:** 71.43

**1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.**

**Response:** 5

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years**

**Response:** 2

**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
02	00	00	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years****Response:** 3.3**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
59	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>

**1.3 Curriculum Enrichment****1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum****Response:**

The Institution follows curriculum of Kakatiya University, as a part of this it offers a paper on Environmental studies for the first year students of general courses.

And offered a paper on gender sensitization to the 1st year (sem-II) students from 2015 to 2019, to develop the equality perspective among the students

Environmental Studies: Paper code-BC 101

Gender sensitization: Paper code-BC 201

On the other hand as a holistic engagement, the social issues related to gender, environment and sustainability, human values and professional ethics have been framed as a series of programmes.

The institution established Eco-club and women Empowerment cell which integrates these values in addition to curriculum.

The NSS team organized many Environmental and health care activities like Swatchch Bharath Abhiyaan, health camps, to address the issues related to environmental sustainability and human values (2015-16 to 2019-20 events reports are enclosed).

The Eco-club organized events such as Haritha haram, awareness programme on Global Warming, Environmental pollution and its ill-effects to enlighten students with different issues and its effects on environment (2015-16 to 2019-20 events reports are enclosed).

The Internal Complaints Committee of the institution organized events such as “SHE TEAM” awareness programme, “Awareness programme among students and staff about gender discrimination and women Empowerment”, organized as a part of women’s day celebrations (2018-2019 & 2019-2020) events reports are enclosed).

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 1.09

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
03	0	0	0	0

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

<b>1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</b>	
<b>Response: 5.59</b>	
<b>1.3.3.1 Number of students undertaking project work/field work / internships</b>	
Response: 20	
File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 1.4 Feedback System

<b>1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2) Teachers 3) Employers 4) Alumni</b>	
<b>Response: C. Any 2 of the above</b>	
File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

<b>1.4.2 Feedback process of the Institution may be classified as follows: Options:</b>	
<ol style="list-style-type: none"> <li>1. Feedback collected, analysed and action taken and feedback available on website</li> <li>2. Feedback collected, analysed and action has been taken</li> <li>3. Feedback collected and analysed</li> <li>4. Feedback collected</li> <li>5. Feedback not collected</li> </ol>	
<b>Response: C. Feedback collected and analysed</b>	
File Description	Document
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>



## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 35.49

##### 2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
274	81	63	53	61

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
420	290	210	210	210

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

**Response:** 72.17

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
179	79	63	53	59

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

#### Response:

Education to be meaningful when the needs of the students are fulfilled comprehensively. The institution tries its best to cultivate an inclusive standard aimed at assessing the learning levels of the students. In this regard the Institutional policy is not only to help the advanced students but also to preserve specialty with the more modestly ended students that they prepare themselves with proper abilities for the larger world.

#### Initiatives taken:

- The Institution provides personalized attention to each and every student.
- Controlling authority (CCETS) under take the admission process through Online Portal called DOST (Degree Online Services, Telangana). Students apply through DOST and are admitted as per the Reservations(Roster)and Merit.
- Identified slow learners are provided intense attention both inside and outside the class. Assignments and special tests are conducted to understand their progress and remedial classes are held for slow learners to help them to reach the curriculum plan.
- Advanced students are encouraged to aim high and helped by providing competitive books and support.
- Parents are informed about their wards progress regularly.
- Mentor mentee system Ward counseling system) enables the students to receive proper counseling and close attention of faculty members.
- Student seminars on the topics included in the syllabus and group discussions are constituent features of the teaching-learning activities in the college.
- Academic performance of the students is assessed through internal examinations like unit test, slip test, assignments, study projects and academic competitions.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional Information	<a href="#">View Document</a>

### 2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

**Response:** 24:1

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

#### Response:

The teaching learning process is made effective by adopting lecture method, interactive method, project-based Learning, computer-assisted learning and experiential learning to enrich the learning experience.

Teaching – learning activities are made effective through illustration and special lectures. To acquire qualitative knowledge from subjects, students are engaged in field study and lessons are taught through ICT to make learning interesting besides oral presentation methods. It provides adopting trending methodologies for better pedagogical methods of teaching are encouraged.

The conventional method is commonly adopted by all the teachers, especially language teachers. This method facilitates the teacher to interact, explain and revise the content for better understanding of the subject by the learners.

- **Interactive method:**

The faculty members make learning interactive with students by motivating student participation in group discussions, quiz competitions on the particular subject as well as general aspects, discussions and question and answers on current affairs.

- **ICT Enabled Teaching:**

ICT enabled teaching includes, Smart Class rooms, T-SAT Nipuna classes are being engaged. Guest lecturers of eminent persons to develop their core knowledge in the subject. Group Discussions and Assignments are conducted.

- **Experiential learning:**

**JIGNASA- The Student Study Project:** The student study projects are being conducted in all subjects as per the instructions of the Commissioner of Collegiate Education. As a part of this programme, one of the faculty members co-ordinates the programme, in this process finally selected projects are presented at the state level and the winners are encouraged by cash prizes.

- **Student Seminars**

The Student seminars are organized where the student presents a topic in particular subject and interact with participants to enrich their learning experience.

- **Field Trips/Visits**

To offer unique and visual learning experience, students are regularly taken for field visit to knowledge enriched centers. It provides real-world experience, increases the quality of education, and improves the social relations, outside of the four walls of a classroom. The idea behind this experiential learning is to contextualize knowledge in order to develop a deeper understanding.

- **Work Shops**

By organizing workshops students are encouraged learning by doing. Through these workshops students are prone to get certain skills like demonstration, leadership, exploration, employability skills and interpretation of data etc.

File Description	Document
Link for additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

**Response:**

Teachers using ICT for effective teaching since 2018-2019. Information & Communications Technology (ICT) enabled teaching Methodologies like PPT, YouTube Channel and online videos are being followed with the help LCD projectors by the faculty. Virtual class room has been established in the year 2020-21 and conducting classes as per the time table. One of the staff members is appointed as coordinator for VCR.

We conduct student seminars and guest lectures on the new developments in the core subjects for effective teaching, learning experience by the faculty members and students in each semester

The use of ICT tools allows students to optimize their learning experience by choosing when they wish to study based on their routine or body clock. Learners are free to participate in learning activities when time permits or be assured of no interruption.

ICT tools such as Zoom, Google Meet, and Microsoft Teams etc. are being used for online teaching. Webinars and Online Quiz programs were conducted.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )

**Response:** 30:1

#### 2.3.3.1 Number of mentors

Response: 12

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 71.79

File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 20.97

##### 2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3	2	2	2	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

**Response:** 11.07

##### 2.4.3.1 Total experience of full-time teachers

**Response:** 166

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

Based on the Academic calendar, the Institute conducts two Internal Examinations, Assignments and two semester Examinations every year for each course to evaluate the students as per the almanac of Kakatiya University, Warangal.

Institute has separate examination branch to conduct the examinations. The examination branch is headed by examination coordinator.

The controller of examinations of Kakatiya University prepares Exam schedule and question papers. Every degree college facilitates the service of examination centre for the conduction of semester examinations. The staff members of the college prepares seating plan for the exams. Once the exams are completed, answer scripts are evaluated in the examination branch of Kakatiya University.

Results of the examinations are released in a span of time. Students are given a fair chance to appeal on any discrepancy in the valuation through revaluation process. Students are awarded additional marks if the appeal is succeeded. The subject wise marks register is maintained by concerned department. Practice tests and assignments are conducted as per the lesson plan of the concerned subject teacher. At present two internal tests are there per semester and question paper is prepared for 20 marks as per the instructions of the Kakatiya University. And 80 marks question paper is prepared for semester examination per every year of the programme with duration of 3 hours.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.5.2 Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

#### Response:

Grievances from students regarding internal examinations are redressed efficiently and transparently.

#### The Examinations related grievance redressal Mechanism:

- Grievances from the students regarding internal examinations are received by the coordinator and brought to the notice of the Principal. The Principal resolves the issue by discussing with Head of the department and concerned lecturer.
- As the faculty has good rapport with students, students do not hesitate to approach their teacher in case of an examination related doubts.

In case students are not satisfied with their result as awarded by the University, they can apply for recounting or review by paying prescribed fee by the University. In this case the administrative staff guides the students regarding the submission of relevant documents as to facilitate the review process.

File Description	Document
Link for additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

#### Response:

The College adopts Outcome based education rather than input oriented learning. The following mechanism is followed by the institution for the successful completion of course outcome of the programme. The attributes of the graduation are elucidated with the first year students at the commencement of the programme. Learning Outcomes of the Programs and Courses are observed and measured periodically. Soft Copy of Curriculum and Learning Outcome of Programmes and Courses are uploaded on the Institution website for reference. The importance and the outcome of the programme and course have been discussed with the faculty in every IQAC Meeting and Staff Meeting. The students are also involved to discuss the things for the completion of course outcome of the Programme through tutorial meetings.

#### Program Outcomes

1. Apply the knowledge of mathematics, science, arts and management principles to the solution of complex problems.
2. Use innovation-based knowledge and creative methods including design of experiments, analysis and interpretation of data, and synthesis of the information to provide valid conclusions.
3. Create, select, and apply appropriate techniques, resources, and modern IT tools including prediction and modeling to complex activities with an understanding of the limitations.
4. Comprehend the influence of the proficient clarifications in societal and environmental context for sustainable development.
5. Pertain ethical principles and entrust to professional ethics and responsibilities.
6. Function effectively as an individual, and in assorted teams.
7. Communicate effectively on various activities and make effective presentations.
8. Exhibit comprehension and understanding of the programmes and apply them in a multidisciplinary environment.

Be familiar with the need for and have the training and skill to engage in self-regulating and life-long learning in the broadest perspective of hi-tech change.



File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

#### Response:

The process for the evaluation of the students in different subjects is followed as per the rules and regulations of the University authorities, Board of Studies and Faculty. The implementation of the syllabi with changes and the process of evaluation of the learners are monitored by the university authorities, the management of the college and the Principal. Our institution promotes the teachers to organize workshops as well as deputed to participate in the seminars and conferences. Moreover, they are promoted to present and publish research papers to achieve the Course Outcomes and Programme Outcomes successfully.

Internal assessment is the requirement of the continuous assessment and is essential for the fulfillment of the COs and POs. There is an internal college examination committee that deals with the effective implementation of the evaluation reforms regarding the attainment of course outcomes and programme outcomes. The committee initiates a few steps such as Unit Tests, Field Survey, Study Tours, Practical Work, Seminars etc. Besides, our college also tries to attain the course outcomes and program outcomes by conducting the activities such as cultural activities, N.S.S. Activities, Career Counseling, Personality Development Program, Yuvatharanga and Communication Skills, Various collegiate and inter-collegiate competitions, organizations of Scholarly Lectures Health Awareness Programs, Life Skills Development Program, and Jignasa-A study Project Program.

Sportive skills are inculcated amongst the students through these competitions. Thus the course outcomes and program outcomes are full field through such activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 38.62

#### 2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
31	03	7	15	9

### 2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
32	18	23	45	57

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.59

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

##### 3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

##### 3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

##### 3.1.2.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
13	8	11	11	11

#### File Description

Institutional data in prescribed format

#### Document

[View Document](#)

**3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years****Response:** 0**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)**3.2 Research Publications and Awards****3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response:** 0.28**3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	1	0	0

**File Description****Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)**3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0.28**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	1	0	01

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3 Extension Activities

**3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.**

**Response:**

The Institution organizes and participates in various extension activities with a dual objectives of not only sensitizing students about various social issues but also contribute to community and strengthen community participation. The NSS unit of our college takes part in various initiatives, those are as follows.

**Impact & Sensitization:**

The activities sensitizes the students towards social issues and also to legal and social remedies for matters like domestic violence , dowry , child abuse, beggars, female child ,victims of violence ,old and inform, refugees and displaced persons etc.,.

The activities conducted lead imbibing the values of social responsibility such as:

- To help of people in need and distress
- To understand and share the need of under privileged children.
- To promote cleanness in all span of life and surroundings
- To acquire social values, ethics and deep intent in environmental related issues.

Learning outcomes of the activity:

- Enlarge the knowledge of societal issues and problems and to solutions by getting involved with their lives.
- Develop a passion and brotherhood towards affected people.
- Develop skill and aptitude for problem solving.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response: 1**

#### 3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

**Response: 16**

#### 3.3.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
03	03	04	03	03

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

**Response:** 51.19

#### 3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
86	95	120	85	75

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Collaboration

### 3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

**Response:** 0

#### 3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4.2 Number of functional MoUs with national and international institutions, universities,

**industries, corporate houses etc. during the last five years**

**Response: 1**

**3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
01	0	0	0	0

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
e-Copies of the MoUs with institution./ industry/ corporate houses	<a href="#">View Document</a>



## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

We a

*The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.*

Describe the adequacy of infrastructure and physical facilities for teaching –learning as per the minimum specified requirement by statutory bodies within a maximum 500 words

**File Description:**

- Upload any additional information

**Response:**

Our college encompasses a spacious campus spread over the area of 5 acres, apart from 7000 SqFt. built up area and remaining area serves as play ground, Greenland surrounded by a boundary wall and separate toilet blocks for girls and boys. Also this institution is under CC TV surveillance with 1 week data backup.

- **Class Rooms**

Our institution has inadequate class rooms and furniture for conducting theory classes

This institution has library in a separate room having 2714 books which include text books, reference books, a good number of competitive books. For digitalization of the library 14 computers are available. We have established temporary reading room with the available furniture.

We have registered for N-List (National Library and information services infrastructure for scholarly content). The programme was funded by the MHRD under NME-ICT to extend access to selected e-resources to colleges covered under section 12B of UGC Act. We are further planning to provide access to all the students and staff through N-List.

- **SEMINAR HALLS**

We are utilizing one of the class rooms as seminar hall for the purpose of conducting seminars and conferences.

### • Facilities and Equipments For Teaching Learning and Research

The college has computer lab setup with 30 systems of latest OS and proper furniture. This college enabled campus free wifi for staff and students. Virtual Class Room has been established and being used for online teaching. Through “Life Size” Android app, students are enabled to attend the digital classes. Our college is having LCD projectors-3, Digital Class Room-1 for ICT enabled teaching, 7 class rooms, T-SAT NIPUNA, Career Guidance Cell, NSS unit, and 4 science lab cum class rooms.

We have a unique room for LED projector, white board, Computers, chairs etc. In Our college, Career Guidance cell has been catering to the needs of the students and further motivating, training and guiding the students for higher studies and competitive exams. The institution has constituted a committee with a coordinator and three members to lead the cell.

Dr.B.R.Ambedkar Open University study center has been running in the campus. Through this we are facilitating distance education to the needy students of the remote areas, with groups BA, BCom and BSc. It has been maintained by Coordinator, Junior Assistant and Attender.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

##### Response:

There is a lot of encouragement for the students to participate in sports and cultural activities simultaneously and they are awarded and rewarded accordingly.

- We have a spacious play ground for outdoor games like volleyball, cricket, shuttle badminton, Kho-Kho, Kabadi and Tennikoit etc.
- The College has play ground with an area nearly 4 acres and on an average 100 students use it daily. One of the faculty members is acting as an in-charge for sports.
- The players are provided T-shirts and lowers for practice.
- There is provision for providing TA/DA to players for participation in district level and state level events.
- As a part of academic extracurricular plan as per the instructions given by CCE, the college organizes Sport, Games, Cultural and Literary competitions at various levels under a program called “Yuvatarangam”. Some of the students awarded second prize in quiz competition and athletics at cluster level.
- This institution provides gymnasium equipment
- Yoga classes are conducted to the staff and students to improve the fitness.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 50

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 5

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 53.64

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1.09	26.7	1.39

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

There is no Integrated Library Management System(ILMS)

There is separate room for Library and 2714 books are available in Library, 14 Computers are supplied for digitalisation of Library in Academic Year 2016-17

File Description	Document
Paste link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

**Response:** 0.28

##### 4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	1.39	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year****Response:** 8.04**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 30**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

- The College has a Jio WiFi & BSNL WiFi Facility with a speed of 5 Mbps 50 mbps
- All departments have individual internet facility.
- Two systems with internet connection 2 printers and one scanner are there for office purpose.
- The college website is monitored and updated from time to time by IQAC cell of this college.
- Website Address: <https://gdcts.cgg.gov.in/bellampally.edu>
- College has 3 digital class rooms with projectors and internet.
- The College arranges T-SAT Nipuna lectures telecast by the Commissionerate of Collegiate Education (CCE).
- Computer lab with 30 computers running with internet facility.

Maintenance and up gradation is done from time to time.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

**4.3.2 Student - Computer ratio (Data for the latest completed academic year)****Response:** 12:1**4.3.3 Bandwidth of internet connection in the Institution****Response:** E. < 05 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure**

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)****Response:** 58.45**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
2.15	2.13	0.36	2.00	0.84

**File Description****Document**

Institutional data in prescribed format(Data template)

[View Document](#)**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.****Response:**

- The College has Maintenance Committee that Oversees the Maintenance of Building, Class Rooms and Laboratories
- The Maintenance committee is headed by Principal.
- The house-staff is employed to meticulously maintain hygiene, cleanliness and infrastructure of the college.
- Administrative block, class rooms staff rooms and premises of the college are well maintained. The green cover of the college is well maintained by an outsourcing gardener.
- Maintenance of CCTV, Cameras and water purifier with the help of local electrician and plumbers is being done frequently.

The college identifies the need for budget allotment for the annual maintenance of the various infrastructure facilities and has established systems and procedures for maintenance.

**Maintenance of the Campus :**

Government Degree college ,Bellampally was established in the year 1987. It has been constructed in the area of 5 acers . The college building occupies 1 acers of land and the other 4 acers of land is left open. A compound wall has been recently constructed . Farming is done the open space and plants are also grown . The leftover land is allotted for sports and games. The college has campus maintenance committee with a convener and about five members to supervise all the maintenance and repair activities of physical

infrastructure of the college. Full time staff has been appointed for maintenance of the campus. They take care of maintaining buildings, lighting systems, plumbing, electrical, carpentry, gardening, minor repairs, alterations of classrooms, lab, office, etc. There are gardeners, sweepers and mechanics to maintain the infrastructure. Annual stock verification committees recommend the articles for repair /condemnation. Filter water is available in the college campus for all. Water from the bore is supplied for growing crops.

### **Laboratories :**

The laboratories in the college are not fully equipped because the science groups have been re established in the academic year 2019-2020 . Before the commencement of the academic year, a lab audit is conducted and a report on the requirement of new equipment and replacement of obsolete equipment is prepared. Purchases are made through sealed quotations. Fire safety equipment is maintained in all laboratories as a precautionary measure. Lab equipment maintenance, service and repair are supervised by the Lab assistants/technicians. Regular maintenance is done through AMC .There are four labs in the campus in which physics lab is a digital classroom and chemistry lab has LCD facility.

### **Library**

Library has 2714 books . There are books related to different subjects like commerce, history, economics, political science, public administration, computer science, maths, physics, chemistry, botany, zoology, Telugu available in the library and small number of competitive books have been donated by advocate, Sri Roshireddygaru. We have one computer with limited connection.

We are planning to subscribe more titles of books, Journals and also upgrading the current infrastructure of the Library. We are also planning to renovate the reading room , stock area and internet facility .

Further plan to Automation and Digitalization of Library to provide better services to the students and faculty members. We are planning to establish competitive exam cell to meet the demands of the Library users .We are planning to subscribe the N-List database to meet the needs of the students and faculty members.

### **Computer Services**

Computer faculty looks after computer lab maintenance. Computer lab in which practicals and demos are shown this helps the students to understand the subject better. We also provide a digital computer lab with 30 computers and we also Wi-Fi facility provided by the Reliance Company. The computer lab also has centralized AC the computer lab is accessible for the staff and the students the computer lab is more useful for the students studying, MPCS and BCOM (computers)

### **Sports Centre**

A Sports Committee is constituted to handle the matters related to sports like budget preparation, organizing, planning and executing the conduct of competitions. Purchase orders are placed to competent suppliers for the supply of required sports articles. Cutting, cleaning and maintenance of various grounds are regularly taken care. First-aid kits are always available for any emergency.

<b>File Description</b>	<b>Document</b>
Paste link for additional information	<a href="#">View Document</a>

NAAC



## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 42.39

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
108	91	66	63	80

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)

**4. ICT/computing skills****Response:** C. 2 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years****Response:** 1.58**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	8	7

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

- 1. Implementation of guidelines of statutory/regulatory bodies**
- 2. Organisation wide awareness and undertakings on policies with zero tolerance**
- 3. Mechanisms for submission of online/offline students' grievances**
- 4. Timely redressal of the grievances through appropriate committees**

**Response:** B. 3 of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 4.53

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	8	7

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

### 5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 11.76

#### 5.2.2.1 Number of outgoing student progressing to higher education.

Response: 4

#### File Description

#### Document

Upload supporting data for student/alumni

[View Document](#)

Institutional data in prescribed format

[View Document](#)

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

#### 5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

#### 5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government

**examinations) year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**5.3 Student Participation and Activities**

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 0

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

**5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )**

**Response:**

Yes. The college has students' council which constitutes with Chairman, Secretary and class representatives. The Chairman is nominated from III year. The basis of nominations is the highest marks scorer in the concerned group.

The following is the Student Union for the year 2019-20.

Student Union Chair Person : N. Mounika- B.A. –III rd year

Student Union Secretary : S.Rakesh- B.Com- III rd year

Class Representatives:

1. G.Posham- B.A-II nd year
2. B.Swetha-B.A. I st year
3. D.Lava Kumar –B.Com II nd year
4. G .Eshwar - B.Com (CA) I st year
5. P.Manasa-BZC - I st year
6. D.Meghana-BZC - I st year
7. V.Ravi Teja-MPC- I st year
8. S.Anirudh-MPCS- I st year

The activities of the Council are to trace out the problems of students and bring it to the notice of the head of the institute for solution.

The member of the council have been actively engaged in the economic and administrative functions as the college strongly believes in democratic values and gives opportunity to students in supporting Co-Curricular of extracurricular activities conducted in this college .

The various academic and administrative committees which are mandatory to have representation are;

- 1] Sports committee
2. Special fee committee
3. Academic cell
4. Anti Ragging committee

5. Grievance redressal committee

6. IQAC committee

7. Literary association

8. Consumer club

9. Health club

The members of the students union are vested with responsibilities of helping the faculty and coordinating with the administration for organizing the college programme effectively they play vital role in motivating students to participate in all the initiatives and activities in the college. They act as liaison between the students and administration the council plays key role in encouraging students centric initiatives and supporting to governance and administration.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 1.6

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
05	03	0	0	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**Response:****ALUMINI ASSOCIATION**

The college has an alumni association the Alumni Meeting periodically and Discusses about the development of the college as well as the opportunities and scope for higher education this association is a great source and support to the college and students

One of the Alumni member is of the college is holding the position of A.T.O (D.Geetha A.T.O Bellampally)

They are contributing their guidance and support for the institution development and started donating funds in the year 2020. the alumni and former faculty also put their efforts to introduce science courses to the college as a result science courses in the year 2008-09. they contribute towards students welfare by donating books and sponsoring funds. The association has majorly contributed to the college through curricular support and occasional interaction with the students. the alumni is invited as resource persons to address and participate in co-curricular activities. Feedback on curriculum is collected from alumni and these suggestions are invaluable to syllabus revision.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

**5.4.2 Alumni contribution during the last five years (INR in lakhs)**

**Response:** E. <1 Lakhs

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Response:**

**Vision:**

To be an institution which transforms students into responsible citizens through rigorous coursework, life and employability skills for a successful career by providing an understanding of the needs of society and industry.

**Mission:**

To provide education to all the sections of the society

To get progress by adopting ICT based technical tools and best practices to reach the needs as per emerging trends

**Nature of Governance:**

The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The institution implements the policy and plans developed by the faculty and principal, in order to uphold the mission and vision of the college. The principal as the head of the institution implements the decisions and policies of the institution along with the staff members. To regulate and maintain a scholastic environment, the governing body of the college works in collaboration with the principal. For the implementation of academic and co-curricular activities of the college, the Teacher's council and Academic coordinator meet and discuss regularly. The institution encourages faculty development programmes, seminars and workshops to enhance the skills of the faculty. In order to reach the demanding needs of the college curriculum, the students are encouraged to participate in co-curricular activities such as Seminars, Quiz, Debates, Inter college competitions, workshops and college level sports and cultural programs. The institution also aims to continue its interaction with the former students through an Alumni association. This association envisions to inculcate the spirit of creativity, leadership and social responsibility among the students, to spread equal access to all sections of the society.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management



**Response:**

There are 13 departments in the college namely Physics, Chemistry,

Mathematics, Botany, Zoology, Commerce, History, Public administration, Economics, Political science, English and Telugu. All these departments are allowed to work the purview of the principal. Preparation of the annual academic plan, time table, internal examinations and assignments are carried out independently. The science departments are allowed to purchase the requirements from the sanctions made available from contingent grant and budget allocations. Believing in decentralization the management takes policy decisions, finance, infrastructure etc. with the help of the college development committee and administrative staff.

Departments participation in Management Process:

- Each department oversees its respective academic formats.
- Faculty members are empowered to make adjustments in the routine teaching learning activities.
- Faculty members often take the lead in planning seminars, student study projects, ward counselling activities, remedial measures, interdepartmental exercises and field trips.
- Faculty has liberty to introduce creative and innovative measures for the benefit of students. For example, Botany department has the Eco-Club, the Political Science Department runs the Electoral Literacy Club,
- Faculty conducts the Parent-Teacher meetings in which the academic progress of the wards is communicated to their guardians.
- Faculty oversees the paper-setting, evaluation, and marks submission of all internal examinations and science practicals of various departments.
- Faculty focuses on remedial classes for the students' betterment.

Institution decentralizes its academic and administrative activities by constituting various committees for effective functioning of the college. Some of these committees are the Staff Council, the Examination Committee, the Admission Committee, the Library Committee, Sports and Games Committee, Research Committee and Special Fees Committee etc.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### **6.2.1 The institutional Strategic / Perspective plan is effectively deployed**

#### **Response:**

#### **Objectives of Perspective Plan**

**While preparing the perspective plan, the IQAC has considered following main objectives:**

NAAC - To ensure top quality standards in higher education.

- Developing requisite competencies amongst students of the college
- ICT-based teaching and learning.

#### **Perspective Plan:**

To maintain good academic performance

To develop and execute effective teaching- learning process

To develop a comprehensive system of student mentoring and student support and ensure transparency in evaluation process of students

To empower faculty about emerging trends in their profession for academic advancement

To facilitate a friendly, efficient and flawless administrative set up ensuring a smooth day to day functioning

#### **Focus of Strategic Plan**

To make students more efficient through employability skills

- Providing various courses which will help the students to strengthen their abilities
- Conducting competitive exams and mock interviews for free of Cost to encourage students towards the world.

A part from these, we also plan to conduct the following in future:

- Conducting soft skills and lectures on etiquettes

To maintain good academic performance

- Motivating students by conducting extension lectures with distinguished guests

**Processes adopted for effective teaching and learning process:**

Value Added Courses

Study projects in related areas / topics.

Content beyond the Syllabus.

- ICT-based teaching
- Organize Study tours for students
- Encourage teachers to participate in Seminars and Conferences
- Encouraging the teachers to participate in Orientation Programme, Refresher Courses, and Short Term Courses, etc.
- Encourage students to participate in Seminars, Conferences and workshops.

**Pre-commencement Preparations:**

Departmental Academic Calendar

Lecture plan and notes

Course Learning Objectives and Course Outcomes

Soft copy of the lecture notes, question banks are forwarded to students through email.

Maintenance of the library with appropriate books

**Monitoring student's performance through:**

Slip Test, Internal Assessments

Remedial classes for improvement of lagging students

Assignments, group discussions, quiz, seminars and projects

**Monitoring the teaching process through:**

Online feedback from students

Oral feedback obtained from students in the Class

Academic Audit by peer committee

Result analysis Meeting of Internal Assessment and University Examination

**Addressing issues of individual students through comprehensive mentoring and student support system :**

- Provide mentor Teacher for every class
- Provide Remedial Coaching to Slow Learners
- Identification of Fast Learners and help them to achieve their potential
- Continuous tracking of Attendance of the students
- Establishment of Women Empowerment Cell for the development of girl students
- Upgrade Books in Library every year by making provision in Budget
- Delegate authorities and responsibilities to Principal, Vice-Principal, Faculty Members and administrative staff To facilitate a friendly, efficient and flawless administrative set up ensuring a smooth day to day functioning
- Conduct periodic and need-based meetings

**Admission and Campaign Process:**

As a part of admission and campaign process in order to increase admissions, the institution conducts various innovative activities.

The activities conducted are:

- Gnanajyothi Quiz competitions were conducted in Government Junior colleges to spread the awareness about the importance of education in government institutions.
- Awareness program on “open Defecation” in Budhakalan village.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### **6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.**

#### **Response:**

The Commissioner of Collegiate Education, Telangana State is the administrative head of all the degree colleges in the state. The Commissioner oversees the performance of the staff, implementation of the policy of the government on education and appointment and transfers of the staff in the state. He also monitors and guides the institutions to ensure better delivery of services. The Commissioner is assisted by the Joint Director who in turn is assisted by two Regional Joint Directors who implement the orders of the Commissioner and acts as a mediator between the Commissionerate and the institutions.

The Principal is the head of the institution for both academic and administrative wings. He constantly and continuously monitors the academic activity in the institution in compliance with the orders of the Commissioner. He also looks after the financial matters of the institution. Academic wing consists of the Heads of Department and the members of faculty while the administrative wing consists of a Senior Assistant and Junior Assistants, Store Keeper, Typist, Record Assistant/ Herbarium Keeper and Office Subordinates. The Senior Assistant is the in-charge of the ministerial staff. He/she is supported by two Junior Assistants in preparing salary bills, scholarship accounts and other expenditure. The records related to admissions and issue of Transfer Certificates is maintained by the Senior Assistant. The ministerial staff extends their support with regard to all the administrative matters.

#### **Administrative Set Up:**

The institution is run by the Principal under the supervision of controlling authority i.e., Commissioner of Collegiate Education, Telangana. Departmental Heads, Academic Coordinator, IQAC Coordinator, conveners of various committees, Teachers' Council, Administrative Staff assist him in the discharge of this work.

#### **Committees for co-curricular and extra-curricular activities:**

The committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the co-curricular activities that enhance overall development of students.

On the other hand, the academic matters are prescribed and governed by the affiliating university, i.e. Kakatiya University, Warangal. The syllabi of the courses offered are prescribed by the university. The university releases the almanac for the year in the beginning of the academic year which prescribes a

tentative schedule for days of instruction, dates of examination, both internal and year-end as well as vacations. The entire process of examination, evaluation and certification is carried out by the university.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

**Response:**

The institution has effective welfare measures for both teaching and non-teaching staff. As per the government and CCE norms the various welfare schemes are as follows:

1. 15 days of Casual leave, 7 days of Special Casual Leave facility per
2. year to the Teaching and Non Teaching Staff, 5 Extra Special Casual Leaves for Women faculty members.
3. 6 days of Earned Leaves, 20 half pay leaves for Teaching Staff.
4. 30 days of Earned Leaves, 20 half pay leaves for Non Teaching Staff.
5. Encashment of earned Leaves for Telangana State scale employees.
6. On Duty leaves (OD facility) to staff members to attend various Training Programmes/ Orientation/
7. Refresher/ Workshop/Seminar/Exam subject to the Controlling Authority Instructions.
8. Lady teachers can avail 180 days Maternity Leave as per Government rules
9. 15 days Paternity Leave is given to male teachers on request
10. Child care leave for 90 days to the women employees.

11. Government offers various mandatory Insurance Schemes i.e., TSGLI, GIS to the staff
12. The Teaching and Non teaching staff is also extended health benefits through Employees Health Scheme (EHS)/Medical Reimbursement through Department of Medical Education(DME) as per Government of Telangana policies
13. Gratuities, Pension and all other Government welfare schemes and General Provident Fund (GPF)/Contributory Pension Scheme(CPS) are given to the Teaching and Non Teaching staff
14. Faculty enhancements Programs are periodically arranged to motivate on teaching and knowledge updation
15. Celebration of important festivals like Bathukamma, Bonalu, Polala Amavasya, Sammakka Saralamma Jathara etc. for the teaching and non-teaching community
16. First Aid kits like antivenom for snake bite are available in college refrigerators.
17. Grievance Redressal Cell through an online system.
18. Internal Complaints Committee for Prevention of Sexual Harassment of Women at Work Place through an online system.
19. Parking Facility
20. Internet facility was established through wireless connectivity to BSNL tower for Campus Wifi by Department of Physics as part of their project work.
21. Festival advances to Non Teaching Staff.
22. On demise of any staff member, a fixed amount of Rs.20,000/- will be paid to family members to

complete cremation activities by the Government of Telangana.

1. Retirement Benefit to regular teaching and Non teaching Staff

Apart from the Government schemes the following facilities are also provided to employees for efficient functioning :

1. Yoga classes
2. Computing facility
3. Sports facilities

The staff is encouraged to give suggestions and regular feedback through an online system to improve the welfare measures in the Institute.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

**Response:** 0

#### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 0.6

#### 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1	2	0	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation /



**Induction Programmes, Refresher Course, Short Term Course ).****Response:** 10.67**6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
03	0	2	1	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff****Response:**

The institution has an effective performance appraisal system for teaching staff. An effective performance management system plays a prominent role in managing the organization in an efficient manner. In order to do this the institution is following UGC rules to implement its appraisal system.

The following categorized performance is considered for the UGC appraisal scheme;

1. Teaching, learning and Evaluation related activities.
2. Co – Curricular, Extension and professional development related activities.
3. Research publications and Academic contributions.

For every academic year the data pertaining to the above categories are collected from each faculty member in the proforma suggested by UGC. These are called Academic Performance indicators (API). Based on data collected, API scores are calculated and weightless, L are given for each of the above three categories. The principal fixes certain minimum API scores to be achieved by the faculty members in these three categories. These scores are useful to the faculty for career advancement and promotion.

Further at the end of each semester, feedback forms are issued to the students for each of the courses attended by them. The feedback forms in the form of questionnaires collect information about the teacher and different aspects pertaining to the teaching, Learning process. The duly filled in forms are analyzed by the Principal and suitable measures are suggested to improve the teaching learning process.

To improve the professional competence among the teaching staff the institution allows the faculty to

participate in various training programs i.e., Induction training ,Orientation Program/Refresher Courses/Faculty Development Programs(FDP)

Performance appraisal system of the staff includes the following mechanisms:

- Student feedback
- Peer feedback
- Parents and alumni feedback

Student feedback is taken for every year and his/her performance is reviewed. Feedback from parents at Parent-Teacher Meet, from alumni at Alumni Meet, is collected to review the performance of faculty. Based on the performance and feedback, the principal takes necessary action. The appraisal reports are analyzed and discussed with individual staff members. The faculty strengths are appreciated and corrective measures are suggested by

the Principal

Although there is no performance appraisal system followed for non teaching staff in the institute, the principal takes personal interest in guiding the non-teaching Staff. The non-teaching Staff members have assigned to work in different capacities on a rotation basis.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

A well-defined mechanism is in force for financial audit to have discipline and transparency in financial management. The accounts of the institution are subjected to External Audit and Internal audit.

The Director of state Audit, Telangana, conducts audits (External and Internal) periodically to ensure the financial accounts of the institution.

External Audit: is conducted by the Accounts/ Audit Department of the state.

Internal Audit: Internal Audit is conducted by Internal Auditors appointed by the State audit department through CCE Commissionerate of collegiate education, Telangana.

Audit covers all financial and accounting activities of the

Institute. This includes scrutiny of the following:

- (a) all receipts from fee, donations, grants, contributions, interest earned and returns on investments;
- (b) all payments to staff, vendors, contractors, students and other service providers.

All observations/objections of the Audit team are communicated through their report. These objections are examined by higher authorities.

Draft report is submitted to Treasurer and Director, (if Necessary) for finalizing the compliance report of the Institute.

Last A.G. Audit was held in the year 2007-08. No audit was conducted during the last five years.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

**Response:** 0

##### 6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

A well-defined mechanism is in force for financial audit to have discipline and transparency in financial management. The accounts of the institution are subjected to External Audit and Internal audit.

The Director of state Audit, Telangana, conducts audits (External and Internal) periodically to ensure the financial accounts of the institution.

External Audit: is conducted by the Accounts/ Audit Department of the state.

Internal Audit: Internal Audit is conducted by Internal Auditors appointed by the State audit department through CCE Commissionerate of collegiate education, Telangana.

Audit covers all financial and accounting activities of the

Institute. This includes scrutiny of the following:

- (a) all receipts from fee, donations, grants, contributions, interest earned and returns on investments;
- (b) all payments to staff, vendors, contractors, students and other service providers.

All observations/objections of the Audit team are communicated through their report. These objections are examined by higher authorities.

Draft report is submitted to Treasurer and Director, (if

Necessary) for finalizing the compliance report of the Institute.

Last A.G. Audit was held in the year 2007-08. No audit was conducted during the last five years.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

Yes.

The IQAC will convene the meetings once for two months within the departments and discuss the teaching and learning process and the evaluation. The committee reviews the schedule of the academic calendar of each teaching faculty and gives proper suggestions all the curricular, co-curricular and extracurricular activities are conducted under the IQAC body.

IQAC the advisory and evaluative body was instituted in the year 2018, as per guidelines of CCE, with an aim to ensure, sustain and enhance the quality of teaching, learning, evaluation and infrastructure

Imparting quality education to the masses from the society catering to their diverse needs and fostering global competence among them.

#### **IQAC has been performing the following tasks on the regular**

#### **basis that encompass all aspects of the institution's function:**

- ICT enabled teaching learning
- Promotes research culture
- Faculty empowerment through workshops/seminars/conferences
- Promoting professional development of the staff
- Quality feedback mechanism
- Performance appraisal mechanism

Contribution of IQAC in quality assurance processes:

IQAC has suggested conducting seminars/workshops/conferences. During the last five Feedback forms for evaluation of teachers by students are developed. Feedback forms stakeholders are sought on teachers, curriculum and campus.

API scores of teachers are evaluated

Department wise examination results are analyzed and reports are communicated to the principal.

Recommended for procurement of ICT infrastructure and impart training

Motivate faculty to adopt innovative teaching learning methods

Enhanced research activities and publication of research articles

Establishing/introducing more PG programmes

Increased number of certificate courses

8.LCD projectors in classrooms

Organizing staff training programmes

Encourage faculty to conduct, field visits,

Motivate faculty to establish collaboration, linkages and MoUs.

Thus, over the years the IQAC has evolved into an all-encompassing coordinating cell which ensures quality in all its endeavours.

IQAC plays a crucial role in connecting and coordinating the various bodies in the institute especially in the matters related to the teaching- learning process in the institute. It functions as an umbrella organ engaging and interacting with all the other systems in materializing its goals and objectives.

During the assessment period the IQAC was successful in implementing and introducing several curricular, co-curricular and extra- curricular activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms.

The institution continuously reviews teaching learning process through IQAC and takes steps to improve the quality of the teaching-learning process.

Keeping academic organizer issued by Commissionerate of Collegiate Education and the almanac released by Kakatiya University, the institutional Academic curricular and co curricular annual plan is prepared in advance, displayed and circulated in the Institute and strictly followed.

Admission to various programmes, examination schedule etc are notified in the Academic Calendar.

An Orientation Programme is organized for newly admitted students, in which they are made aware of the uniqueness of our institution, the CBCS system, elective system, the teaching learning process, the system of evaluation, compulsory core courses, various co curricular activities, discipline and culture of the Institute. All students are also shown various facilities of the college.

Students are informed of the Time-Table, Programme structure, syllabi of the courses before the semester commences.

Conduct of classes and completion of the syllabus are monitored by the principal and academic coordinator.

Discipline Committee members make random visits to ensure smooth functioning of classes.

Feedback from students is periodically taken by teachers for their respective courses and collected by IQAC and appropriate steps are taken to enhance the teaching-learning process.

Feedback is properly analyzed and shared with the Director, Deans, HODs and individual faculty members.

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

The major initiatives taken over the last five years include the following:

- Admission Processes through DOST - Provision for online fee payment
- Jignasa Student study projects
- Introduction of new courses, improvement of admissions
- Green initiatives in Campus – tree plantation • ISO Certifications

Upload two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC

Two examples of IQAC-supported institutional review and training learning reforms:

Academic review through periodical meetings:

The IQAC conduct periodical meetings with the departments, Examination Committee, Council of the staff, the principal, College Development Committee throughout the academic year in the presence of the IQAC coordinator. The principal along with academic coordinator conducts an academic review of all

departments collecting information on academic activities, such as completion of study programs, unit tests, assignments, seminars, group discussion, quiz, field trips and other activities. The teachers and students are interacted regarding the changes in the curriculum, new teaching methods and ICT use. This setup has evolved into successful review methodology for improvement in teaching and learning process.

Through this system of review, the IQAC observed the continuous development of teaching-learning process.

#### Use and enrichment of ICT infrastructure

The use of ICT tools has become an integral part in teaching -learning process. IQAC always encouraged teachers to utilize these tools in academic and laboratories. IQAC looks after the use of ICT infrastructure by faculty and students. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools, broadband internet Wi-Fi facility. IQAC encouraged the staff to attend various training programmes and workshops to become trained in Google Apps, , use of e-mail, handling ICT instrument etc. Establishment of virtual classroom and its maintenance is monitored through IQAC.

In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

**Response:** D. 1 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>



NAAC

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.**

**Response:**

**Response:**

- Our curriculum is incorporated with subjects like gender sensitization, Human values, human Health and hygiene etc to facilitate gaining knowledge about gender equity and sensitization.
- This college building is provided with separate toilet block for girl students and staff .
- The institution takes much efforts and interest to empower education on moral and ethical values. All the students are counseled through wardcounselling system and girls are given special interest and care. Various gender problems and personal distress, so as to develop the sensitization of students and solve the social issues.
- Student's activities are supervised under the surveillance of cc cameras.

Frequent conduction of awareness programmes on different topics to sensitize the staff and students.

By conducting various awareness programmes on gender issue, students are sensitized towards gender equity. Staff members offer suggestions to solve the psychological and social problem.

Our college has women empowerment cell and internal complaints committee to address the gender related complaints. Students are encouraged to learn self defense methods and social awareness. We organize programmes for the knowledge of women safety.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1. Solar energy**
- 2. Biogas plant**
- 3. Wheeling to the Grid**
- 4. Sensor-based energy conservation**
- 5. Use of LED bulbs/ power efficient equipment**

**Response:** D. 1 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

#### Response:

In association with N.S.S unit Government Degree College Bellampally, initiated to maintain zero waste campus to emphasis on reducing the waste material and its proper disposal in the campus through the viewpoint of three R's of sustainability: Reduce, Reuse and Recycle. For this process dry waste is given away to recycle and wet waste is used for composting. The solid waste from various sources in the college premises is collected and sorted during which we separate biodegradable wastes are dumped in to a pit specially dug for this purpose and the absolutely unwanted material is managed by open burning. The dumped solid waste is monitored till it is converted into the organic manure by the decomposition of micro organisms and then it is reutilized for our gardening purpose.

File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>

### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

### 7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:**

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: E. None of the above

**7.1.7 The Institution has disabled-friendly, barrier free environment**

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

Response:

Response:

Institution is undertaking various initiatives in the form of celebration of National and International days,

National festivals and other such activities to provide an inclusive environment, in developing harmony towards culture, region, linguistic, communal, social economic and other diversities. Right from the admission process (purely transparent through DOST), our institution provides equal opportunities to the students in various activities conducted irrespective of their caste creed religion and region. NSS unit of our collage is working relentlessly putting its efforts in order to inculcate a sense of unity, discipline, harmony. Various cultures are represented during the fests which depict sense of respect towards all the cultures. Students are

Equally treated in all aspect irrespective of their lingual communal background. Committees like Grievance Redressed Cell, anti Ragging, Internal Complaints, are constituted every year to address all sorts of grievances of the students and maintain harmony in the collage.

Different sports and cultural activities are organized. Commemorative days like Ektha Divas(Sardar VallaBhai Patel), Telangana Bhasha dinothsvam (Kaloji jayanthi),Martyrs' Remembrance day, National Integration day, Constitutional Day. By participating Regional festivals like Bathukamma, Sammakka jathara, mahashivarathri jathara, the institution strives to instill regional integrity. It establishes positive interaction among people of different racial and cultural backgrounds.

Institute has code of conduct separately for students and teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional. Linguistic, communal. Socio economic diversities.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

#### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

**Response:**

The Institution under takes different initiatives by organizing various activities to sensitize students and employees to the constitutional Obligation. Values, Rights ,Duties and responsibilities of the citizens on 26th November constitutional Day, was celebrated at college, Principal the head of the Institution narrated fundamental Rights, Duties, Values and responsibilities of citizens as dated in contribution of India.

As a part of strengthening the democratic Values, Lecturer G.Mohan was nominated as ELC Co-coordinator under whose guidance, Electrical Literacy club and voters awareness forum are created to literate the students and the general public about the Democracy .A voters pledge programme was

organized on 25th January 2020, for students and faculty at the college. On the occasion of National Voters Day a state level essay competition was organized both Telugu and English on 17th December 2019. Awareness procession was also organized in our college on the. Earlier these activities were undertaken by NSS unit of the college

Every year Republic Day and Independence Day are celebrated on 26th January and 15th August, by organizing activities highlighting the importance of Indian constitution and struggle of freedom and importance of Indian constitution. Constitution Day 26th November every year.

File Description	Document
Any other relevant information	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

**Response:** C. 2 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

????

Yes

The college organizes national festivals i.e., Independence day and Republic day. Birth and death anniversaries of the great personalities. Mahathma Gandhi, Sardar Vallabhbhai Patel, Komuram Bheem, Abdhul kalam, are organized every year. Festival like Holy and Rakhi purnima are celebrated in the campus with enthusiasm and happiness. Institution also celebrate National Science Day, Teachers day, Telugu Basha Dinostavam, National Youth Day.

College Celebrate State festivals like Bathukamma, Sammakka Jathara in a very traditional manner.

File Description	Document
Any other relevant information	<a href="#">View Document</a>

## 7.2 Best Practices

**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

**Response:**

### **BEST PRACTICE 1**

**1) Title of the practice: Preparation of clay idols of vinayaka and free distribution**

**2) Objectives of the practice:-**vital role of nature and how pollution is effecting human lives by the increasing global warming. They came to know the beauty of nature and tried to protect the nature by this practice

**3) The context:-**clay idols made by the students were distributed to the local people, to make them aware of the effect of Plaster of Paris & coloured Ganesh idols and how they polluting aquatic resources and animals.

**4) The practice:-**students collected clay from the river bank and made beautiful mini sized Ganesh idols and distributed idols to the local people.

**5) Evidence of success:-**so many local people, who are aware of the importance of clay idols and its usage, accepted the very idea and encouraged the students with this appreciations.

**6) Problem encountered and Resources required:-**those who were attracted to the beauty of plaster of Paris idols did not accept & support the clay idols idea, and it's out implementation. There is the need of outstanding awareness program about protecting nature from pollution.

### **BEST PRACTICE 2**

**1) Title of the practice: Preparation of natural colours for Holi celebrations.**

**2) Objectives of the practice:-**

Holi is played in the spring season the period induces the growth of bacteria. The usage of natural colours in this Holi time reduces bacterial effects that increase great joy. The students spread this idea into the gloomy thoughts of uneducated people, by making natural colours with their own hands by using natural flowers.

**3)The context:-**

Through this practice students learnt how human health is effected by the unnatural and inorganic products. They came to know the importance and advantages of natural colours while celebrating holi, and to make the life happy by filling with natural colours.

**4)The practice:-**

Students collected “modhugu flowers” from nearby the forest ,boiled the flowers in hot water until the water becoming into saffron colour. After making it cool all flowers were removed and used that saffron colour liquid to play holi. They spread this idea each and everyone whom they knew .

**5) Evidence of success:-**

So many were accepted this idea and practiced to use “modhugu flowers” in making natural colours to play holi.

**6)Problem encountered and Resources required:-**

Those who want different colours to make their friends suffer with sticky colours were not accepted to use this natural colour.

BEST PRACTICES - 3

**DONATION TO THE MENTALLY RETARDED CHILD HOME**

In the academic year 2018-19 Rs. 5000/ (five thousand rupees and clothes donated to the care taker of mentally retarded child home at Mancheril by the Principal and staff of the GDC Bellampally.

File Description	Document
Best practices in the Institutional web site	<a href="#">View Document</a>

**7.3 Institutional Distinctiveness**

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

**Response:**



“Keep our country clean by keeping our area clean”

Adoption of Budakalan village, Mandal Bellampally, Dist. Mancherial selected for Eradication of Open defecation by motivating the villagers to construct the septic toilets.

Our institution was established in the year 1987 with the intention to provide education in the backward areas of district mancherial. We have emerged with specific vision and mission in order to infuse social awareness and responsibility apart from education. In accordance with the mission statement, HEI gives the students maximum exposure for participation in extracurricular, extension activities and social service. As United Nations observed 19th November as World Toilet day with an aim to solve the global sanitation crisis, as a part of this view, our institution started awareness programme on eradication of the practice of open defecation.

With this view, our college has a definite mission to function uniquely, innovatively and distinctively from other institutions. So far as our vision and mission is concerned, college tries to improve the distinctiveness in health and hygiene. Our college is located in a rural area surrounded by many villages which are socially and economically backward, lacking awareness in respect with literacy, health, sanitation and superstitions. As a part of health and hygiene committee activities, our college (NSS unit) has identified and adopted one of such backward villages i.e., Budakalan which is 5 kilometers away from the college to spread awareness especially in the case of harmful effects of open defecation and worked as per our mission statement regarding health awareness. Our aim is to eradicate open defecation in the adopted village i. e. Budakalan so as to make it a clean and healthy village.

As a part of this, our college NSS unit volunteers and the staff conducted survey in the village by forming the volunteers into batches under the supervision of NSS Programme Officer and staff. The primary data was collected and analyzed.

Our college students conducted awareness programmes by rallies, meetings door to door campaigning with pamphlets, door stickers etc. on health hazards caused by open defecation, importance of individual hygiene, cleanliness of the surroundings and construction of toilets. In these programmes village sarpanch Dadi Nagesh, NREGS A.P.O. Venkataramana, NSS programme officer Gajelli Mohan, Principal Ch. Bhaskar, president of village organisations Ch. Anasuya, secretary Kamala, Sakshara Bharathi coordinators Shirisha, Varalaxmi, IKP Community Activator Karunakar participated and addressed.

We motivated the villagers towards the construction of permanent septic toilets by utilizing the financial support offered by the various Government schemes.

Since 2013 we have been striving for a change about this behavioral sanitation issue.

At last we became successful through the campaign especially in wiping out the following outdated ideas:

You may be possessed by demons if you use a latrine.

We are just continuing our ancestors' way of life.

Latrines are only meant for wealthy people.

It is embarrassment to be seen approaching a toilet

After being aware of open defecation, lot of people has started constructing the toilets. Ultimately we have succeeded in making majority of the villagers aware of open defecation.

Most of the houses of this village become totally clean, sanitized, healthy and livable with a special focus on hygienic and affordable sanitation for the poor and women.

Main aim of the campaigning on open defecation :

Focusing on the dignity of women.

Creating awareness about the various health hazards associated with open defecation

Busting the myths and superstitions associated with toilet usage

Through the NSS unit students are motivated to attain social consciousness, alertness, responsiveness .

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

The Government Degree College, Bellampally is an institution established in 1987, to provide higher education to the students especially to the rural students who are first generation graduates. It is striving hard to provide quality of education and for achieving excellence. The systematic and well planned efforts of the college in this regard are reflected in the criterion wise summary. The college has created emotional card of relations with society by organising various awareness programs of their concern and sensitizing them about scientific temper, eradication of social ills, environment awareness and relief measures for needy people. College has yet to make a big leap in the area of MoUs to make available employability opportunities to the rural youth. We feel proud about our alumnae and present students due to their placement in private and public sector. We are thankful to the society and NAAC for giving us the opportunity to improve ourselves and develop the college campus.

### Concluding Remarks :

#### Concluding remarks:

The college is steering on the path of progress with steep increase in enrollment in the last two years due to the commendable efforts of the staff put into it. Apart from the strength improvement new courses have been increased during the last two academic years.

Our institution has unique features such as,

- Science courses have been successfully re established during the academic year 2019-20.
- Faculty members have been enriched with new teaching skills by attending Refresher Courses, Orientation courses, Faculty Development programmes etc. and could able to organize online quizzes, webinars etc.
- Putting efforts to improve lab material because of sanctioning of new courses.
- Sports opportunities for students and staff
- Students' active participation in sports and cultural competitions- Yuvatharangam, organized by the CCETS.
- Jignasa – student study projects, participated and bagged state level second prize
- ISO certification
- Registered NIRF ranking in the academic year 2020- 2021.
- Curriculum is being enriched with electives and certificate courses to impart more employable skills. With a visionary curriculum our activities are sure to foster student friendly environment in the college and career friendly guidance.
- This institution has good infrastructure for ICT teaching such as virtual class room, LCD projectors which are being used regularly by our staff and Students.
- Well established computer lab with advanced versions of operating systems.
- A leading role in social service through our NSS unit with a great commitment in serving the society in

various aspects.

- This institution is looking ahead towards the upbringing of the people belonging to the poorer sections in terms of socio economic and educational grounds.

NAAC

## 6. ANNEXURE

### 1. Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.2	<p><b>Number of Add on /Certificate programs offered during the last five years</b></p> <p><b>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years.</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>00</td> <td>00</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : As per the HEI statement in the response dialogue box and the data provided by the HEI in clarification. The two courses have been offered at different times and by different departments.</p>	2019-20	2018-19	2017-18	2016-17	2015-16	4	0	0	0	0	2019-20	2018-19	2017-18	2016-17	2015-16	02	00	00	0	0
2019-20	2018-19	2017-18	2016-17	2015-16																	
4	0	0	0	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
02	00	00	0	0																	
1.2.3	<p><b>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b></p> <p><b>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>30</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>59</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : As per the HEI statement in the response dialogue box and the data provided by the HEI in clarification to the observations made. The HEI has run 01 batch of 30, in each of the courses (02).</p>	2019-20	2018-19	2017-18	2016-17	2015-16	30	0	0	0	0	2019-20	2018-19	2017-18	2016-17	2015-16	59	0	0	0	0
2019-20	2018-19	2017-18	2016-17	2015-16																	
30	0	0	0	0																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
59	0	0	0	0																	
1.3.2	<p><b>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</b></p> <p><b>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</b> Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16															
2019-20	2018-19	2017-18	2016-17	2015-16																	

14	0	0	0	0
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Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
03	0	0	0	0

1.4.2 **Feedback process of the Institution may be classified as follows:**

**Options:**

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**
5. **Feedback not collected**

Answer before DVV Verification : C. Feedback collected and analysed

Answer After DVV Verification: C. Feedback collected and analysed

2.1.1 **Average Enrolment percentage (Average of last five years)**

2.1.1.1. **Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
274	81	63	53	61

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
274	81	63	53	61

2.1.1.2. **Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
---------	---------	---------	---------	---------

2.1.2 **Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)**

2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
210	76	61	53	59

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
179	79	63	53	59

Remark : As per the HEI statement in the response dialogue box and the data provided by the HEI in clarification to the observations made. In year 2019-20 the number of actual students admitted from the reserved categories is restricted to the Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise as given in 2.2

2.4.3 **Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**

2.4.3.1. **Total experience of full-time teachers**

Answer before DVV Verification : 51

Answer after DVV Verification: 166

3.2.2 **Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**

3.2.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	1	0	1

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	1	0	01

Remark : As per the HEI statement in the response dialogue box and the data provided by the HEI in clarification to the observations made.

3.3.3 **Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

3.3.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	5	5	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
03	03	04	03	03

3.3.4 **Average percentage of students participating in extension activities at 3.3.3. above during last five years**

3.3.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
520	290	390	510	215

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
86	95	120	85	75

4.1.3 **Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

4.1.3.1. **Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 5

Answer after DVV Verification: 5

4.1.4 **Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
0.71	1.30	1.69	28.6	1.39

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	1.09	26.7	1.39

4.3.3 **Bandwidth of internet connection in the Institution**



Answer before DVV Verification : A. 750 MBPS

Answer After DVV Verification: E. < 05 MBPS

4.4.1 **Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1.76	1.47	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2.15	2.13	0.36	2.00	0.84

5.1.3 **Capacity building and skills enhancement initiatives taken by the institution include the following**

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: C. 2 of the above

5.3.3 **Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.3.1. **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
11	9	0	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
05	03	0	0	0

6.2.3 **Implementation of e-governance in areas of operation**

1. **Administration**

2. Finance and Accounts
3. Student Admission and Support
4. Examination

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

6.3.4 **Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP) during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).**

6.3.4.1. **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
7	3	2	1	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
03	0	2	1	0

6.5.3 **Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: D. 1 of the above

7.1.7 **The Institution has disabled-friendly, barrier free environment**

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Disabled-friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for persons with disabilities ( Divyangjan) accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Answer before DVV Verification : D.1 of the above

Answer After DVV Verification: D.1 of the above

7.1.10 **The Institution has a prescribed code of conduct for students, teachers, administrators and**

**other staff and conducts periodic programmes in this regard.**

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: C. 2 of the above

## 2. Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>11</td> <td>05</td> <td>05</td> <td>05</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>55</td> <td>43</td> <td>41</td> <td>40</td> <td>42</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	14	11	05	05	05	2019-20	2018-19	2017-18	2016-17	2015-16	55	43	41	40	42
2019-20	2018-19	2017-18	2016-17	2015-16																	
14	11	05	05	05																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
55	43	41	40	42																	
1.2	<p><b>Number of programs offered year-wise for last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>11</td> <td>05</td> <td>05</td> <td>05</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>07</td> <td>07</td> <td>05</td> <td>05</td> <td>05</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	07	11	05	05	05	2019-20	2018-19	2017-18	2016-17	2015-16	07	07	05	05	05
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07	11	05	05	05																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
07	07	05	05	05																	
2.2	<p><b>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>229</td> <td>158</td> <td>114</td> <td>114</td> <td>114</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> </tr> </thead> <tbody> <tr> <td>179</td> <td>123</td> <td>89</td> <td>89</td> <td>89</td> </tr> </tbody> </table>	2019-20	2018-19	2017-18	2016-17	2015-16	229	158	114	114	114	2019-20	2018-19	2017-18	2016-17	2015-16	179	123	89	89	89
2019-20	2018-19	2017-18	2016-17	2015-16																	
229	158	114	114	114																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
179	123	89	89	89																	

2.3 **Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
32	3	9	21	20

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
34	19	39	62	72

3.2 **Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2.48	2.77	1.68	28.6	1.39

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2.15	2.13	1.45	28.7	1.39